Intermediate Composition

Mid Term Study Guide

Essay Structure

Introduction

Body Paragraph 1

Body Paragraph 2

Body Paragraph 3

Conclusion

The Writing Process

**Prewriting-** Think about the topic, brainstorm, list ideas, gather info.

**Drafting-** Put thoughts, feelings, and ideas on paper.

**Revising-** Make sure writing is on topic, add supporting details, take out unnecessary words and details, use descriptive words.

**Editing-** Check all sentences for correct capitalization and punctuation, check spelling.

**Evaluating-** Reread finished writing.

**Publishing-** Make a neat copy of the writing, turn it into the teacher.

Rules for Formal Writing

* No contractions, abbreviations, slang, first or second person, fragments, run-on’s
* Avoid passive voice
* Limited use of linking verbs
* Use present tense
* Vary word choice and sentence structure
* Do not begin sentences with contractions or end with prepositions
* Spell out numbers that can be written in one or two words
* Unpublished works are never underlined or in quotations
* Titles of books, magazines, ect. are italicized
* Titles of chapters, articles, ect. are in quotations

MLA Format

12 pt. Times New Roman font.

Double spaced (check box for no extra space)

Header with last name and page number

Title not underlined or in quotes

No commas or abbreviations in date.

Chloe Conravey

Mrs.Schimmeck

Intermediate Composition: Block F

15 March 2011

Formal Paragraph

This is my first year at Saint Scholastica Academy, and I have no idea what to expect. One day in September as I was driving up to school, all I saw was red and yellow, everywhere. There was red and yellow paper and table clothes wrapped around trees, buildings, cars, poles, fences, pretty much anything that could be reached by a person. As I was walking to class I read some of the signs, the red ones said “Seniority 2011 love the Seniors”. The yellow signs said “The world is not ending; we are just taking over, Juniors 2011. After I started reading all of the signs I came to the conclusion that this was a result of Junior/Senior War!

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| --- | --- |
| Trait | Description |
| Ideas | * content of the message * what the writing says * the main idea of the story * show don’t tell |
| Organization | * the structure of your writing * includes having an attention getter in opening paragraph, the middle paragraphs are in the correct order by details, and the conclusion leaves the reader satisfied or wanting more |
| Voice | * adding personal interests or opinions to writing * pulls the reader in |
| Word Choice | * choose words that have meaning. * use sparkle words instead of plain words |
| Sentence Fluency | * the way words are connected throughout the sentence * vary sentence structure |
| Conventions | * proofreading your writing, this includes; spelling, punctuation, capitalization, grammar usage, and paragraphing. |
| Presentation | * how the final piece of writing looks and is presented * use the elements of presentation to make your writing inviting |

6+1 Traits

Active and Passive Voice

* In a sentence using active voice, the subject of the sentence performs the action expressed in the verb.

Ex. The dog bit the boy.

* In a sentence using passive voice, the subject is acted upon; he or she receives the action expressed by the verb. The agent performing the action may appear in a "by the..." phrase or may be omitted.

Ex. The boy was bitten by the dog.